Program Name Internal Review

- **Date of review: MMM DD, 20YY**
- **Presented at MMM DD, 20YY GMEC meeting**
- **Reviewing committee:**
  - **Chair: Name, Program**
  - **Faculty:**
  - **Resident/Fellow:**
  - **Administrator:**
- **Method: Utilized the materials & procedures of the SAUSHEC Internal Review Protocol**

Review of results of previous ERCs & Internal Review
Review of ED completed questionnaire
Review of resident training records

Interviews with program and service leadership
Interviews with faculty using standardized questions
Interviews with residents using standardized questions

Program Status

- **Leadership**
  - **PD: Name (Appointed MMM YY)**
  - **Associate PD: Name**
- **Number of residents/fellows:**
- **Last RRC inspection: MMM XXXX**
  - **Type accreditation**
  - **Approx date of next RRC visit: MMM XXXX**

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Strengths

- (List some examples or best practices)
-
-

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IR Findings on Addressing Previous RRC Citations/IR Issues

- (summary on how the program has or has not addressed each citation from last RRC accreditation letter- if none so state)
- (summary on how the program has or has not addressed each issue from last internal review for which follow-up was requested by the

IR Findings on Implementation of General Competencies/Outcomes

- Program has (or does not have) an appropriate curriculum that addresses the 6 general competencies
  - (Comment on any deficits in the curriculum)
- Program is (or is not) using appropriate evaluation tools to assess competency in the 6 general competencies
  - (Comment on any deficits in the evaluation system)

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IR Findings on Duty Hour Compliance

- Program has (does not have) a appropriate duty hour policy and staff and residents understand it
- Review of schedules & interview with PD, faculty & residents show program to be in compliance with (or not)
  - 80 hour duty limit
  - 24 + 6 continuous duty & 10 hours between duty
  - Call <1/3
  - 1 day off per 7
- Program needs to … (develop & implement fatigue education system for Staff & HS)

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Other IR Findings

- (Used to address admin, support, patient pop, etc that might warrant an RRC citation)

Summary & Recommendations

- **Summary**
  - **Program is/is not in substantial compliance with ACGME requirements at the time of this review … (but there are areas for improvement)**
- **Recommendations**
  - **Address unresolved issues from previous RRC & Internal Review regarding …**
  - **Address concerns about …**

- **PD to give follow-up report to GMEC in XXX *or* Follow-up report not required**

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